

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 5
2. AMENDMENT/MODIFICATION NO. A-001	3. EFFECTIVE DATE 04/04/2014	4. REQUISITION/PURCHASE REQ. NO. PR3102777	5. PROJECT NO. (If applicable)	
6. ISSUED BY Contracting & Procurement General Services Office, American Embassy Manila Seafront Compound, Roxas Boulevard, Pasay City		7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and ZIP Code)		(√) X	9A. AMENDMENT OF SOLICITATION NO. SRP380-14-Q-0041	
			9B. DATED (SEE ITEM 11) 03/27/2014	
			10A. MODIFICATION OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
FACILITY CODE				

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ --Is extended, ☒ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; of (c) By separate letter of telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(√)	A.	THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B.	THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)
	C.	THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D.	OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return ___ copy to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

SRP380-14-Q-0041 is being amended as follows:

- To issue Minutes from the Site Visit & Pre-proposal Conference
- To reflect changes under Section B & C, items 5b.8 and 5b.9. Refer to the attached revised pages 5 & 18.

All other terms and conditions remain unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type of print)		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or Print) NENITA V. WHITAKER	
15B. CONTRACT/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED 4/4/14

**MINUTES FROM PRE-QUOTATION CONFERENCE
OF 04 APRIL 2014
RFQ No. SRP380-14-Q-0041
Make Ready Services of Government-owned and Leased Properties**

Site Visit

All attendees were shown the site and were given the opportunity to thoroughly inspect and familiarize themselves with the area.

Introduction

Procurement Agent, Kris Alcantara welcomed all attendees and chaired the pre-proposal conference. Other U.S. Government representatives present were Residential Engineer, Mr. Dodjie Cancio and Engineering Inspector Mr. Nerio Pedregosa.

Discussion of the Solicitation Package

The following sections of the solicitation were highlighted:

- 1) Section A – SF 1442 cover sheet
- 2) Section B – Supplies or Services and Prices/Costs
- 3) Section C – Description/Specifications/Work Statement
- 4) Section E – Inspection and Acceptance
- 5) Section F – Deliveries or Performance
- 6) Section G – Contract Administration Data
- 7) Section H – Special Contract Requirements
- 8) Section I – Contract Clauses
- 9) Section J – List of Documents, Exhibits and Other Attachments
- 10) Section K – Representations, Certifications, and Other Statement of Offerors
- 11) Section L – Instructions, Conditions, and Notices to Offerors
- 12) Section M – Evaluation Factors for Award

Amendment

The solicitation will be amended to reflect the following changes under Section B and C items 5b.8 and 5b.9. Refer to A-001 of the Solicitation.

Others

The prospective offerors were also reminded of the following:

- 1) Deadline for submission of offers is on or before 4PM of 10 April 2014, at the C&P Offices or at the Harrison Gate. No offers will be accepted after 4PM.
- 2) Price Offer is firm fixed price. It is not subject to adjustments due to any escalation in the cost of materials, tools, equipment, fuel, transportation, labor or inflation rate, or because of the contractor's failure to properly estimate or accurately predict the cost or difficulty of achieving the results required, or due to fluctuations in currency exchange rates.

- 3) Value Added Tax (VAT) – VAT shall not be included in the firm fixed price as it is not applicable to this contract.
- 4) Price shall be in Philippine Pesos
- 5) FAR 52.222-50, Combating Trafficking in Persons (TIP) – As discussed by the Contracting Officer, Ms. Nenita Whitaker, the U.S. Government has a zero tolerance policy. Every instance of trafficking will be examined and could result in termination of employees or subcontractors, suspension of contract payments or contract terminations.
- 6) 52.204-7, SYSTEM FOR AWARD MANAGEMENT (JUL 2013) – Offeror must have an active SAM Registration to be eligible for award.

Conclusion

The discussion concluded and attendees were thanked for their presence and expression of interests in serving the U.S. Government. The meeting was adjourned.

Enclosure:
Amendment-001

Prepared by:



Kristine Grace C. Alcantara
Procurement Agent

Reviewed by:



Cherry Belle S. Mecabalo
Supervisory C&P Specialist

Approved by



Nenita V. Whitaker
Contracting Officer

Items	Description of Services	U/M	Estimated Quantity*	Price (Php)	Total Estimated Price (Php)
05	(2) Repair/ Replacement of door, hinges/latches and handles	Unit	300		
	(3) Repair/ Replacement of curtain rods/venetian blinds and clothes rails.	Unit	200		
	(4) Repair / Replacement of door locks, door closer and thresholds	Unit	50		
	(5) Repair / Replacement of sliding doors	Unit	80		
	(6) Replacement of door screen	M ²	200		
	(7) Repair of garage door/gate	M ²	50		
	(8) Repair / Replacement of fascia boards and roof gutter	Linear Mtr	200		
	(9) Cleaning / Removal of paint on door hinges, locks and handles	Each	1,000		
	(10) Repair / Replacement of door bumbers	Unit	960		
06	MASONRY SERVICES (See Section C.2.6)				
	(1) Re-grouting / Re-sealing of ceramic wall and floor tiles.	M ²	3,200		
	(2) Repair of concrete floors	M ²	100		
	(3) Cleaning / Pressure washing of filthy exterior floors and walls.	M ²	1,000		
	(4) Repair / Installation ceramic/brick tiles.	M ²	100		
	(5) Repair / Replacement and refinish of hollow blocks and glass blocks.	M ²	300		

Total Price (Php) _____

*This estimated amount is based on total estimated Government requirements. This means that if more than one award is made, the estimated amount of work awarded under task order(s) to any single contractor will be less than the amount shown.

C.2.5 CARPENTRY SERVICES

The Contractor shall perform the following carpentry services using the checklist in Section J, Exhibit 4.

- (a) The contractor shall inspect all:
- wood cabinets, closets, doors, moldings, panels, fixtures, furniture pieces, stairways, including railings, balustrades, treads, risers and nosings, along with all doors in the residence; parquet floor tiles, threshold, baseboards, lamination, wall and ceiling boards, laminated floor, windows and its accessories and mechanism, window glass panels, pantry, T&G Floor, wood floors, roll-up sun shades, wooden and laminated shelves, kitchen counter top, aluminum doors and windows, shower enclosures, fascia boards, window and screen doors; roof gutters, door jambs, door bumper/stopper, racks, door closer and door locks. Also, inspect all toilet paper holders, soap trays, towel racks, shower curtain rods, toilet seats, medicine cabinets, venetian blind brackets, clothing rails, curtain rods, and any other like items.
- (b) All necessary repairs/replacement shall be made to all items listed above, including, but not limited to:
- (1) Repair/ replacement of wooden cabinet/ closet/ pantry wall, door and shelves;
 - (2) Repair/replacement of door hinges /latches and handles;
 - (3) Repair / replacement of curtain rod/ venetian blinds and clothes rails;
 - (4) Repair/ replacement of door lock, door closer and threshold;
 - (5) Replacement of door screen;
 - (6) Repair of sliding door;
 - (7) Repair of garage door/gate;
 - (8) Repair / replacement of fascia board **and roof gutter**;
 - (9) **Cleaning / Removal of paint on hinges, locks and handles**;
 - (10) Repair/replacement of door bumper.

The contractor shall furnish all tools and equipment needed for the repairs, in accordance with Section J, Exhibit 6, except for Government Furnished Property.

C.2.6 MASONRY SERVICES

The Contractor shall perform the following masonry services using the checklist in Section J, Exhibit 4.